

Maricopa County Community Services Commission
Maricopa County Human Services Department
234 N. Central, 3rd Floor Arizona Conference Room
Phoenix, Arizona 85004
Monday, June 22, 2009
5:30 PM

Meeting Minutes

Members Present:

City of Glendale - Councilman Steve Frate
Society of St. Vincent de Paul - Jerry Castro (alt)
Low Income Representative - Glenn Cuzzort
Valley of the Sun United Way - Lora Reid (alt)
The Salvation Army – Roberta Furlong (alt)
Town of Gila Bend – Vice Mayor Fred Hull

City of Avondale – Frank Scott
Salt River Project - Bonnie Temme (alt)
City of Tolleson – Councilwoman Kathie Farr
APS - Louise Moskowitz
Chicanos Por La Causa - Terri Cruz

Presenters/Staff/Guests Present:

Staff:

Margarita Leyvas
Eileen Hartnett

Guests:

Anthony Sissons & Eddie Sissons, Research Advisory
Services, Inc.
Sylvia Sheffield, City of Avondale
Mary Hutchinson & Beth Fiorenza, TCAA
Joy McClain, City of Tolleson
Racel Aleman, Community Services of Arizona

- 1. Call to Order** The meeting was called to order at 5:30 PM by Chair Louise Moskowitz.
- 2. Roll Call** Eileen Hartnett called roll and a quorum was established.
- 3. Opening Prayer** Fred Hull led the prayer.
- 4. Pledge of Allegiance** Roberta Furlong led the Pledge of Allegiance.
- 5. Approval of Minutes**

Marge Leyvas asked for two separate actions on the minutes of two separate meetings held on the same date last month. Glenn Cuzzort asked for clarification on Major David Clitheroe's title.

On the minutes for the 2 pm meeting of May 18, 2009: Fred Hull made a motion to approve the minutes as presented. Bonnie Temme seconded the motion. All were in favor and the minutes were accepted as presented.

On the minutes for the 6 pm meeting of May 18, 2009: Teri Cruz made a motion to accept the minutes as presented. Steve Frate seconded the motion. All were in favor and the minutes were accepted as presented.
- 6. Presentation** The presenter was not in attendance at the meeting.
- 7. Call to the Public** Joy McClain of the City of Tolleson spoke expressing concern for the proposed consolidation of the service area currently served by the City of Tolleson CAP into the Avondale service area which was presented at the May 18, 2009, meetings. Ms. McClain stated that the loss of a CAP office in the city of Tolleson would strongly and negatively impact the residents of the City of Tolleson. Ms. McClain

asked for and questioned the source of the low-income population of the service area. She also asked the Commission to consider that 40% of the population have citizenship "issues". She also indicated that the staff of the CAP also participate in the housing rehab program, and that was not reported (by the Tolleson CAP office). Ms. McClain also suggested that the Commission consider merging the El Mirage service area into the Tolleson CAP service area, to be served by the Tolleson CAP office. Chair Louise Moskowitz thanked Ms. McClain for her input.

8. Director's Report

Marge Leyvas shared the following:

A memo was sent by the DES Director, Neal Young, which shared information on the closing of certain State office and Departments, and that a contingency plan was being developed. Essentially, if there is no budget, mandated services would continue and others would just stop. If services are suspended there would be even more of a critical issue.

Marge shared the Division's tentative budget breakout for FY10. DES has provided information with what we can expect for SFY2010 and that we are awaiting a contract to be returned to us from DES. Marge expressed her belief that during the course of the year we will lose some of these funds due to cuts at the State level.

All our subcontracted CAP agencies will see a slight increase in FY210 admin funds due to 100% of the CSBG ARRA being placed into contract with the CAP agencies in addition to the Maricopa County General Funds.

Direct financial assistance funds: URRD increased. SRP increased with the bill assistance this year (new). APS funds are on a calendar year and therefore there are no changes. For Weatherization, Department of Commerce energy office is "unbundling" the DOE, LIHEAP and Southwest gas weatherization funds, whereas they have been all in one contract before. The DOE ARRA Weatherization of almost \$12 million will be in contract and need to be spent in 33 months.

Davis-Bacon and related acts apply to the use of DOE ARRA funds; the Division and our current subcontractor have been attending trainings and webinars. FSL Home Improvements is hiring someone to oversee just the Davis-Bacon requirements and ensure they are in compliance. .

The first portion of DOE ARRA appropriated to the Division is 10% which is for ramp-up activities. Once ramp up has sufficiently progressed, the Division will draw down the next 40% of the funds to begin actual work on units per DOE ARRA guidelines.

There are some changes to the maximum expenditures per home:

- LIHEAP no limit as long as energy efficiency is met
- DOE \$6,500 per home
- SRP up to \$6000
- SWG is up to \$3000
- URRD- \$2000
- APS- \$6000

Income eligibility for DOE and LIHEAP is now 200%. APS, SRP, and SWG are working with ACAA to have the APS, SRP, and SWG income guidelines equal LIHEAP income eligibility guidelines, and therefore be in line with all other weatherization funds currently in the State.

There will be a new internal staff structure for the weatherization program. CSD will recruit and hire 7 new staff. Three will be Outreach/Intake Specialists working out

in the community providing outreach, education, and application intake. Three will be Program Support Specialists who will review and process applications. The Weatherization Coordinator position will be created, to assume duties currently being taken care of by Eileen Hartnett and Yvonne Seel.

Bonnie Temme asked about the decision-making process on additional positions? Marge responded that we've created the Job Descriptions, met with HR, determined the market ranges and salary ranges, and we are currently awaiting approval. Chair Louise Moskowitz asked if the positions will be offered to current internal staff. Marge responded that County policy is to post internal to County employees first for five days and then to external applicants.

Chair Louise Moskowitz cautioned that all need to be aware of the opportunities and processes as people are coming from everywhere to take part in the opportunity. She also shared that APS has been approached by an entity to contact their customers for LIHEAP and weatherization, though the utility company is not pursuing this because they feel Maricopa County is doing a great job for their customers.

Marge indicated that there may be a misunderstanding on the part of that entity, as only designated CAA's can administer the LIHEAP program.

9. Discussion of Determination of Recommendation

Marge Leyvas stated that, at the last meeting, the Commission asked Staff to provide input on the recommendations (elements) presented by Research Advisory Services. She also reviewed the process: the Commission will submit a recommendation for any changes to the Board of Supervisors. The earliest date for implementation would be July 1, 2010, which is also a BOS decision. She reviewed the decisions of Commission:

1. A "clean-up" of the Litchfield park assignments, whereby all of Litchfield Park would be served by the Avondale Service Area in FY2011.
2. Unincorporated areas within the current Glendale service area to be assigned to different areas.
3. Eliminated element 1 – which was proceed with no changes to the current service areas

Staff is recommending that the Commission support a revised geographic realignment of CAP service areas to reflect a consolidation of areas only. Staff presented that there is a two-step process. One is geographical; the second is a service delivery re-design. Marge asked that the Commission make a decision this evening to recommend geographic boundary realignment only. Marge reviewed the elements and indicated whether or not staff did nor did not support the element:

Element 2- Make no changes to the geographically remote or culturally distinct service areas of Gila Bend, Wickenburg, Buckeye and Guadalupe; to maintain separate service areas and provide support to separate offices. Staff supports this element.

Element 3- Combine El Mirage and Peoria service areas. Each service area only accounted for 2% of all services provided county-wide and ranked only 7th in terms of poverty population. Since July 1 of 2008, the Division has been providing services in the El Mirage area. In FY10, staff will provide itinerant services. The successful proposer for the FY11 program year would be required to provide itinerant services. Staff supports this element.

Element 4- Combine the Tolleson and Avondale service areas. The City of Tolleson CAP staff has other duties, overall output is small, it has a small area land mass, and low poverty population figures. Marge shared that the poverty figures come from the U.S. Census of 2000. Staff supports this element.

Element 5- Combine the Chandler and Gilbert CAP service areas. The overall poverty population is still not as large as Tempe's or Glendale's, and only slightly larger than the combined El Mirage/Peoria areas. Marge provided a handout of CAP poverty levels and # HH served, based on a 3 year average. She pointed out the division between percent of households that received Direct Financial Assistance as related to those who received "other" services, not related to direct financial assistance. Staff supports this Element.

10. Executive Session

Chair Louise Moskowitz called for Executive Session. Steve Frate made a motion to move to Executive Session. Frank Scott seconded the motion. The vote was unanimous to move into Executive Session.

Executive session 6:35 - 7:05

11. Determination of Recommendation and Implementation Date to be forwarded to the MCBOS regarding the CAA Delivery System

The meeting reconvened as an open session.

On the issue of the system delivery redesign, Elements 6 - 9. Staff recommended that system delivery redesign be considered at a later date. Kathie Farr made a motion to table this item; Bonnie Temme seconded the motion. All voted in favor, and the motion passed.

Marge continued providing staff input on elements 6-9 regarding system delivery redesign.

Element 6- Specialized centers. Staff does not support this element.

Element 7- Let CAP's be CAP's, and train volunteers. Staff supports this element but divorced from the centralized or specialized intake centers/functions.

Element 8: Deploy master staff. Staff supports this element. Currently the Division already does this, loaning Division staff to CAP offices to assist with application intake when needed.

Element 9: A centralized intake function. Staff does not support this element.

Chair Louise Moskowitz then asked for a motion on Element 2, to maintain the Buckeye, Gila Bend, Wickenburg and Guadalupe Service Areas as they are. Jerry Castro made a motion to approve Element 2. Frank Scott seconded. All were in favor and the motion passed.

Chair Louise Moskowitz asked for a motion on Element 3, consolidation of the Peoria and MC4 Service Areas. Glenn Cuzzort made a motion to approve Element 3. Steve Frate seconded. All were in favor and the motion passed.

Chair Louise Moskowitz asked for a motion on element 4, consolidation of the Avondale and Tolleson Service Areas. Frank Scott made a motion to approve Element 4. Glenn Cuzzort seconded. There was one "opposed" vote. The motion passed.

Chair Louise Moskowitz asked for a motion on element 5, consolidation of the Chandler and Gilbert Service Areas. Bonnie Temme made a motion to approve Element 5. Steve Frate seconded. All were in favor and the motion passed.

Marge thanked the Commission for their time and dedication to the process, and Research Advisory Services for their hard work.

12. Board Remarks

Chair Louise Moskowitz thanked staff for putting together the information stating that it would help to ensure that the decisions were made for the right reasons.

Kathie Farr also thanked staff for their work.

Bonnie Temme asked if the scheduled presentation from the U.S. Census Bureau could be rescheduled. Marge stated that they have begun the outreach with many groups already, and that we will reschedule the presentation. Bonnie Temme asked if the survey will provide data on low-income populations. Tony Sissons responded that prior census data collection in the past has utilized both a short and long form, but that the long form approach has been abandoned and substituted by the American Community Survey. It is a 3-year rotating survey and by the time the 2010 Census is complete, the ACS will have data at the same level of statistical confidence as previously collected from the long form, down to the census tract level.

11. Adjournment

Chair Louise Moskowitz called for a motion to adjourn. Bonnie Temme made a motion to adjourn. Kathie Farr seconded. The meeting was adjourned.